

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, March 13, 2014 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Susan Hyland, Craig Huxford, Helen Smits, JoAnn Grashberger, Carole Andrews

Excused: Paula Laundrie, Bill Clancy, John Van Dyck

Also

Present: Nancy Fennema, Director of Community Programs
Tim Schmitt, Finance Manager
Jenny Hoffman, Economic Support Administrator
Chelsey Groessl, Economic Support Supervisor

1. Call Meeting to Order:

The meeting was called to order by Chair Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

GRASCHBERGER/ANDREWS moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of February 13, 2014 Human Services Board Meeting:

Since there was no quorum for the meeting, there are no minutes to approve. The minutes from the January 9th Board meeting will be approved next month.

4. Executive Director's Report

Nancy Fennema gave a brief report in Jeremy's absence.

- We are starting to prepare for the 2015 budget.
- The Contract & Provider Relations Manager position has been filled by Molly Hillmann, who comes to us from the Administration department. She starts with us 3/31 and will be a great fit to the role.
- Nancy attended a LEAN conference Tuesday that was put on by Brown County and stated it was very well put together and attended. As a new employee, it was helpful to have the Brown County LEAN history and get a better knowledge of the terminology.
- We are almost done closing the books for 2013 in our financial area.

5. Energy Assistance Update

- Chelsey Groessl introduced herself and gave a background on the Energy Assistance program.
- The heating season for the program runs from October 1st through May 15th. One heating benefit and one non-heating electric benefit are allowed per household. There is

regular season benefits and crisis benefits available. Crisis benefits would be for a household facing disconnect or having a no-heat situation. There is also a furnace program which runs year round which assists qualified homeowners with a repair or replacement. Lastly, eligible dwellings can be weatherized.

- Our Energy Assistance unit has been focusing on outreach efforts, in an attempt to expand into more rural settings. We have embraced a lot of communication methods. Prior to the program being at Brown County, clients were required to do face to face interviews. We have opened it up for people to do telephone interviews and paper applications as well.
- We are at an increase of 3.8% cases of heat benefits issued compared to last year. For the non-heating electric benefits issued, we are at an increase of 2.1%. We have been able to increase our service to eligible citizens.
- Propane has been talked about a lot in the media this season. At the Home Energy Plus Conference, the background on propane issues was discussed. Record cold temperatures, issues with inventory and the shutdown of a pipeline all played a part in the propane shortage we have experienced. The state has been changing crisis and payment requirements specifically for propane customers. They are also looking at storage options as well as publishing information on fuel switches for consumers.
- We are preparing for the disconnect season as we want to make it the most efficient. We anticipate it to be busier as heating bills have been 30% higher. We do like to encourage co-payments to have consumers take ownership of paying part of the bill.

Q: Citizen Board Member Huxford stated there are a few veterans involved in the Veteran's Treatment Court that are struggling with paying their energy bills and asked what the qualifications are for applying.

A: Groessl stated that if you have a permanent residence and meet the income guidelines, you will be able to qualify. Energy Assistance workers will take a look at all household residents, their incomes and what bills they have to determine eligibility.

HUXFORD/HYLAND moved to receive and place on file.
Motion was carried unanimously.

6. Financial Report

Schmitt had submitted a written report with the board packet agenda.

ANDREWS/SMITS moved to receive and place on file.
Motion was carried unanimously.

7. Statistical Reports:

Please refer to the packet which includes this information.

8. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

9. Request for New Vendor Contract:

Please refer to the packet which includes this information.

10. Other Matters:

Next Meeting: Thursday, April 10, 2014
5:15 p.m. – Sophie Beaumont Building, Board Room A

11. **Adjourn Business Meeting:**
HUXFORD/GRASCHBERGER moved to adjourn; motion passed unanimously.
Chairman Lund adjourned the meeting at 5:33 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary